

WARRANT ARTICLE REQUEST FORM

Highway Department Office/Garage Addition Warrant Article Request

REQUESTING DEPARTMENT: Highway Department

PURPOSE: (Describe the purpose of the request, i.e., what you wish to purchase or save for, etc.)

To construct an office addition with a break room off the Highway garage.

TOTAL COST OF ITEM: (i.e., purchase price estimate) \$125,000

AMOUNT REQUESTED IN THIS ARTICLE:

Is this request to create a new Capital Reserve Fund?

YES ☐

NO ☒

If YES, specify the requested fund name:

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES ☐ NO ☒

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose?

Current Fund balance: \$0

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES ☐ NO ☒

If YES, please indicate the proposed usage or destiny of surplus equipment being replaced: (trade-in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment # _____

Current value of surplus equipment \$ _____